Supplementary Information for Legislative Review

1988 - 1989 Estimates

Manitoba
Labour

DEPARTMENT OF LABOUR

SUPPLEMENTARY INFORMATION

FOR

LEGISLATIVE REVIEW

1988/89 EXPENDITURE ESTIMATES

PREFACE

THIS DOCUMENT HAS BEEN PRODUCED BY THE DEPARTMENT OF LABOUR AS A DEPARTMENTAL SUPPLEMENT TO THE PRINTED MAIN ESTIMATES. IT IS INTENDED TO PROVIDE BACKGROUND INFORMATION ON THE DEPARTMENT WHICH SHOULD COMPLEMENT THE INFORMATION ALREADY CONTAINED IN THE PRINTED MAIN ESTIMATES. IT IS HOPED THAT THIS ADDITIONAL INFORMATION WILL ASSIST MEMBERS OF THE LEGISLATURE IN THEIR REVIEW OF THE DEPARTMENT'S ESTIMATES.

THE CONTENTS OF THIS SUPPLEMENT ARE ORGANIZED INTO FOUR PARTS. THE FIRST PART IS A GLOSSARY. THE SECOND PART PROVIDES AN OVERVIEW OF THE DEPARTMENT OF LABOUR'S 1988/89 BUDGET REQUIREMENTS. THE THIRD PART PROVIDES FINANCIAL ANALYSIS INCLUDING DETAILS OF STAFFING REQUIREMENTS AND OF EXPENDITURES. THE INFORMATION IN PART THREE IS ORGANIZED ON THE BASIS OF EXISTING MAIN APPROPRIATIONS SO THAT IT WILL PROVIDE AN EASY CROSS REFERENCE TO THE PRINTED MAIN ESTIMATES. PART FOUR PROVIDES FIVE YEAR HISTORICAL BUDGET COMPARISONS.

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HONOURABLE EDWARD CONNERY
MINISTER OF LABOUR

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PART 1

GLOSSARY

GLOSSARY

STAFF CATEGORIES

Managerial

Positions which have been delegated the authority and which have the responsibility to plan, administer, and control the resources and activities of a defined organizational unit in the Manitoba Government, and are directly and fully accountable for:

- the utilization of resources in achieving planned objectives including the development of a budget and the initiation and authorization of expenditures; and,

- the organization's results and impacts.

Professional/Technical

Employees who have duties that relate to specific areas of program operations requiring some functional specialization.

Included in this category are the sub-component agreements of:

- Education
- Legal, Inspection & Regulatory
- Social Sciences
- Personnel Officer Series
- Administration (with the exception of the Administrative Officer Series)
- Health
- Physical Sciences
- Trades, Operations & Services
- Professional Officer Series

NOTE: Those employees who are managers and are also classified in one of the above sub-component agreements or exclusion shall be categorized only once, as managerial.

Administrative Support

Employees who have duties related to the provision of support and assistance to program operations.

Included in this category are the Clerical sub-component agreement and the Administrative Officer Series.

Staffing Component

Fractions of staff years represent weeks of employment. For example: 65.20 staff years means 65 full staff years and 20 weeks of employment.

EXPENDITURE OBJECT CODES

. Personnel Services	Regular Earnings Other Earnings (Overtime, Shift Premium) Departmental Ministers and Members of Legislative Assembly, Fringe Benefits, Other (Worker's Compensation Allowance, Supplement), Health and Education Tax Levy, Personnel Services Recoveries.
. Grants/Transfer Payments	Discretionary Grant, Nondiscretionary Grant, Transfer Payment.
. Transportation	Vehicles, Aircraft, Other (taxi, bus, rail).
. Communication	Telephone, Electronic Mail, Postage, Couriers, Advertising, Exhibits, Radio systems.
. Supplies and Services	Operating Supplies, Materials, Office Supplies, Repairs and Maintenance, Utilities, Rentals, Professional Services, Other Fees, Supplies and Services Recovery.
. Capital	Land, Buildings, Furniture, Vehicles, Equipment, Capital Grants, Other Physical Assets.
. Other Operating	Hotels, Meals, Computer-related Charges, Loss, Damage, Insurance and Extraordinary Costs, Publications, Employee Education Assistance, Relocation and Transfer Costs, other (Membership Fees, Hospitality, Uniforms, Conference/Convention Registration Fees, Incidental Allowances).

OTHER TERMINOLOGY

. Adjusted Vote	is a re-alignment of previous year's vote for any organization change to provide for more accurate and realistic comparisons from one budget year to the next.
. Staff Turnover Allowance	is an adjustment made to a salaries account to allow for attrition and staff turnover. It is a negative adjustment to enable the organization to more accurately display salary requirements.

PART 2

DEPARTMENTAL OVERVIEW

MANITOBA LABOUR

MINISTER: HONOURABLE EDWARD CONNERY

DEPUTY MINISTER:

HISTORICAL BACKGROUND:

The Department of Labour has been in existence for decades, although its structure has changed from time to time over the years. More recently, during the period from November 1978 to November 1983, the department included Manpower program responsibility and was known as, first, the Department of Labour and Manpower and later the Department of Labour and Employment Services. In November 1983, responsibility for the Employment Services programs transferred to the new Department of Employment Services and Economic Security and the department became the Department of Labour again.

ROLE AND MISSION:

1. To provide leadership in the promotion and achievement of

   (a) A fair and equitable workplace
   (b) Co-operative relations between labour and management
   (c) Shared decision-making in the workplace

   In support of improving the quality of worklife and efficiency of enterprises.

2. To protect the physical well-being and safety of persons and reduce property loss in respect to fires, structural, mechanical and other related hazards. To train and educate those persons entrusted with the responsibility of the enforcement of related legislation.

3. To promote, develop and administer apprenticeship and other co-operative skill training programs.

4. To promote and protect the retirement security of workers and to encourage expansion of the pension system.

5. To educate and inform the public, including special clients, with respect to the department's objectives, legislation and responsibilities.

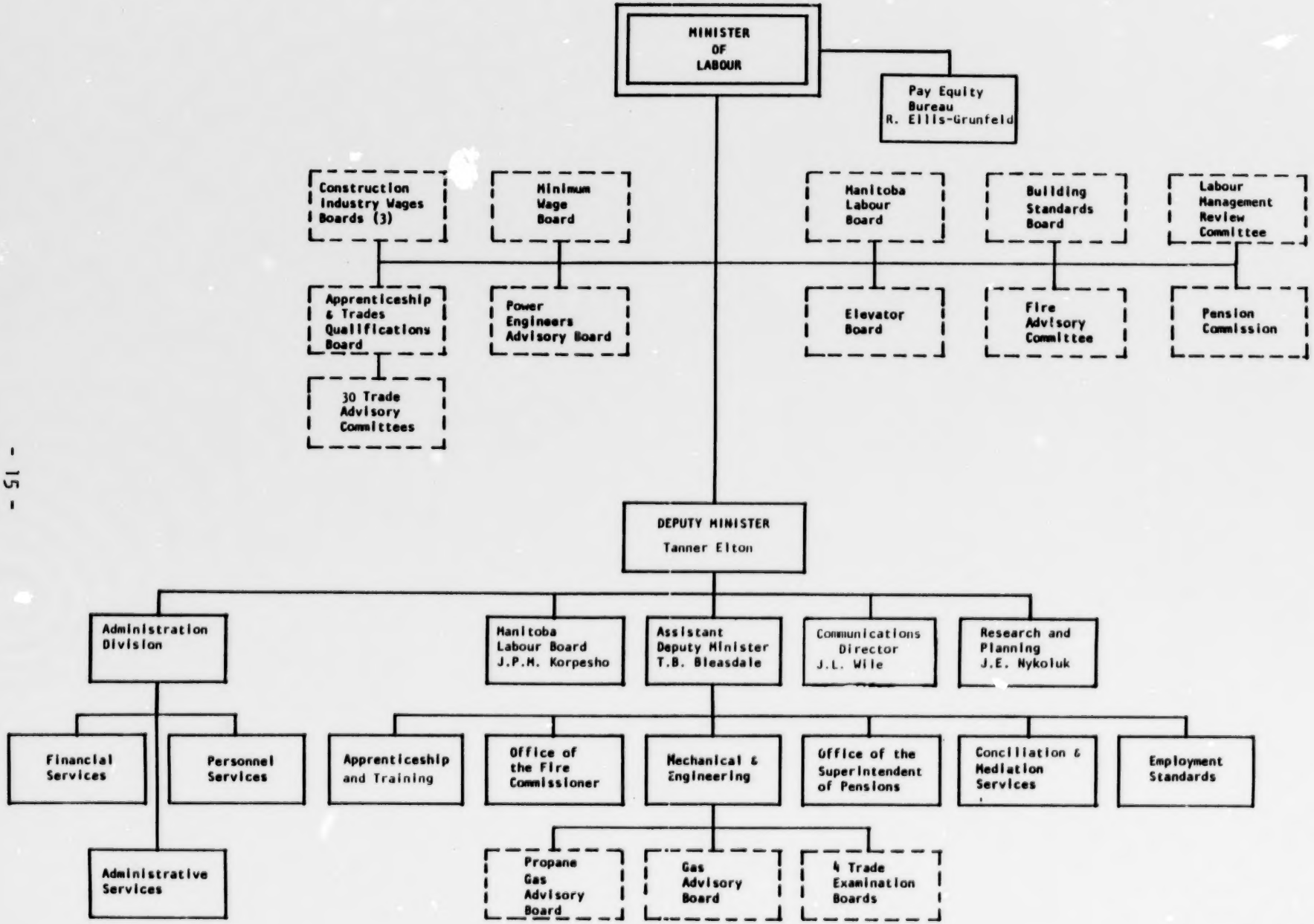
6. To promote and practice shared decision-making, affirmative action and effective planning within the department, to work cooperatively with other departments and agencies and to present these as examples to others.

SCHEDULE 1

STATUTORY RESPONSIBILITIES OF THE MINISTER OF LABOUR:

Amusements Act (Parts II and IV)
Apprenticeship and Trades Qualifications Act
Barbers Act
Buildings and Mobile Homes Act
Construction Industry Wages Act
Electricians' Licence Act
Elevator Act
Employment Services Act
Employment Standards Act
Fire Departments Arbitration Act
Fires Prevention Act (Part II)
Gas and Oil Burner Act
Hairdressers Act
Labour Relations Act
Department of Labour Act
Municipal Act (Sections 295 - 306)
Pay Equity Act
Payment of Wages Act
Pension Benefits Act
Power Engineers Act
Remembrance Day Act
Retail Business Holiday Closing Act
Steam and Pressure Plants Act
Vacations with Pay Act

Note: This list is unchanged from 1987/88.


MINISTER OF LABOUR
Pay Equity Bureau R. Ellis-Grunfeld
Construction Industry Wages Boards (3)
Minimum Wage Board
Manitoba Labour Board
Building Standards Board
Labour Management Review Committee
Apprenticeship & Trades Qualifications Board
Power Engineers Advisory Board
Elevator Board
Fire Advisory Committee
Pension Commission
30 Trade Advisory Committees
DEPUTY MINISTER Tanner Elton
Administration Division
Manitoba Labour Board J.P.M. Korpesho
Assistant Deputy Minister T.B. Bleasdale
Communications Director J.L. Wile
Research and Planning J.E. Nykoluk
Financial Services
Personnel Services
Apprenticeship and Training
Office of the Fire Commissioner
Mechanical & Engineering
Office of the Superintendent of Pensions
Conciliation & Mediation Services
Employment Standards
Administrative Services
Propane Gas Advisory Board
Gas Advisory Board
4 Trade Examination Boards

SCHEDULE 2

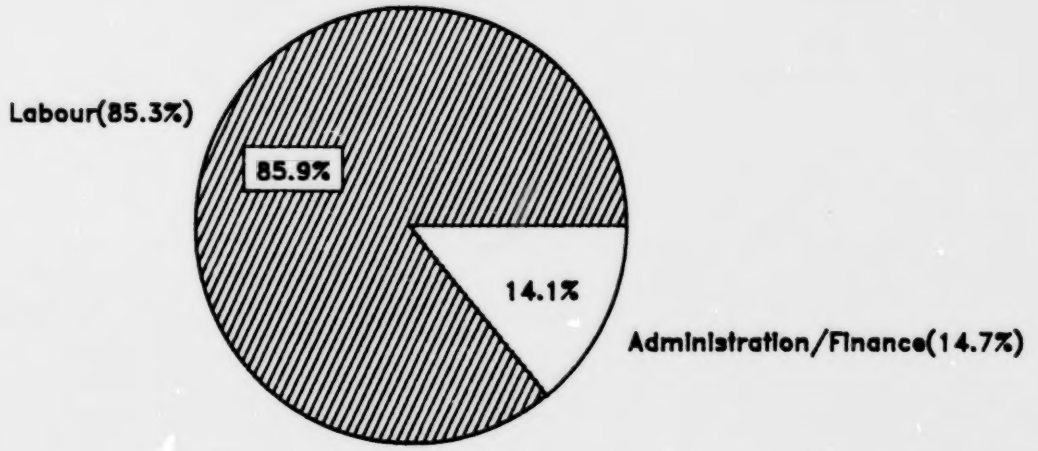
DEPARTMENT OF LABOUR
EXPENDITURE SUMMARY
BY MAIN APPROPRIATION

Adjusted Vote 1987/88			Year Ending March 31, 1989
		CURRENT OPERATING EXPENDITURES	
$ 1,459,300	1.	Administration and Finance.....	$ 1,408,200
8,492,600	2.	Labour.....	8,566,800
$ 9,951,900*		TOTAL FOR LABOUR	$ 9,975,000

*RECONCILIATION STATEMENT

1987/88 Main Estimates.....	$ 9,846,900
Allocation of funds from:	
- Government Services.....	73,000
- Manitoba Jobs Fund.....	32,000
1987/88 Adjusted Vote.....	$ 9,951,900

Department of Labour CHART 2
1988/89 Main Estimates of Expenditure
Percentage Distribution by Main Appropriation
With Comparative Previous Year in ( )



SCHEDULE 3

DEPARTMENT OF LABOUR
EXPENDITURE SUMMARY
BY SALARIES, OPERATING, AND GRANTS

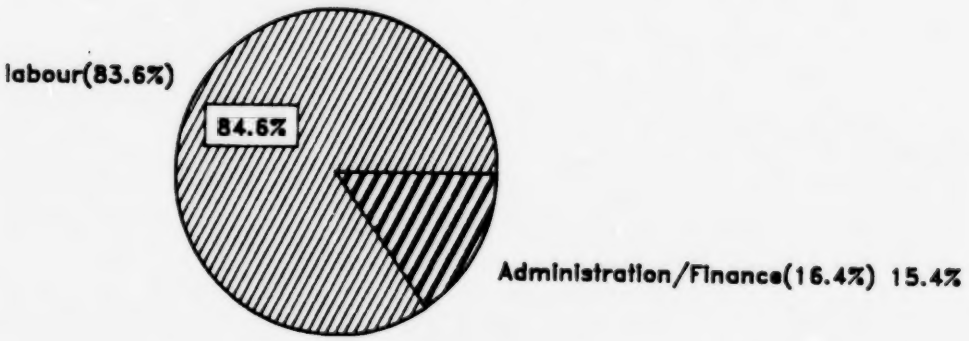
ELEMENT	Adjusted Vote 1987/88	Year Ending March 31, 1989
Salaries (Details of Schedule 4).....	$ 7,768,600	$ 7,995,700
Operating Expenditures.....	1,898,900	1,971,800
Grants.....	284,400	7,500
TOTAL FOR DEPARTMENT.....	$ 9,951,900	$ 9,975,000

SCHEDULE 4

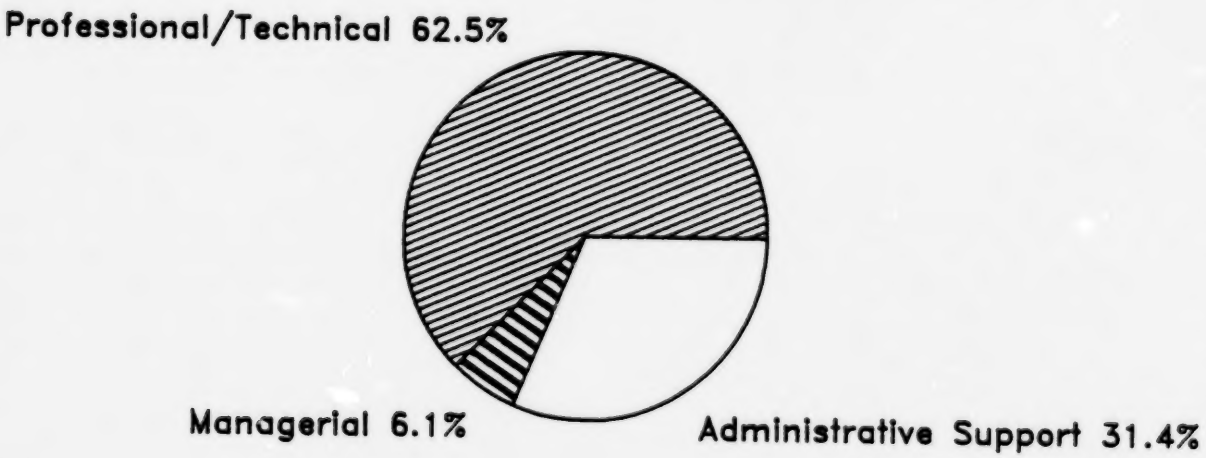
DEPARTMENT OF LABOUR
STAFF YEAR SUMMARY
BY APPROPRIATION

Res. No.	Appro. No.	Division/Branch	Adjusted Vote 1987/88 SY	Adjusted Vote 1987/88 Salaries	1988/89 SY	1988/89 Salaries
107	11-1	Administration and Finance				
	11-1(a)	Minister's Salary	.26	$ 10,300	.26	$ 10,300
	11-1(b)-1	Executive Support	10.26	355,600	8.26	342,900
	11-1(c)-1	Research and Planning	11.00	409,300	10.00	388,300
	11-1(d)-1	Financial & Administrative Services	16.16	494,300	15.16	477,200
		Total - Administration & Finance	38.16	$1,269,500	34.16	$1,218,700
108	11-2	Labour				
	11-2(a)-1	Division Administration	5.00	$ 165,100	5.00	$ 210,600
	11-2(b)-2	Mechanical and Engineering	43.32	1,406,300	40.32	1,493,100
	11-2(c)-1	Fire Prevention	40.33	1,451,900	39.33	1,407,000
	11-2(c)-3(a)	Engineering & Technical Services	11.00	385,900	10.00	402,500
	11-2(d)-1	Employment Standards	36.00	1,184,500	36.39	1,244,100
	11-2(e)-1	Manitoba Labour Board	14.00	413,000	12.26	428,000
	11-2(f)-1	Conciliation & Mediation Services	7.39	338,000	7.00	346,300
	11-2(g)-1	Apprenticeship & Training	26.00	764,100	26.00	818,000
	11-2(h)-1	Pension Commission	5.32	205,500	5.32	213,400
	11-2(k)-1	Pay Equity Bureau	5.00	184,800	5.00	214,000
		Total - Labour	194.32	$6,499,100	188.06	$6,777,000
	11	TOTAL	232.48	$7,768,600	222.22	$7,995,700

Department of Labour CHART 4
1988/89 Percentage Distribution of Staff Years
By Main Appropriation
With Comparative Previous Year in ( )



Department of Labour CHART 5
1988/89 Percentage Distribution
By Staff Category



SCHEDULE 5

DEPARTMENT OF LABOUR
STAFF YEAR SUMMARY 1988/89
BY STAFF CATEGORY

DIVISION/BRANCH	MANAGERIAL		PROFESSIONAL/ TECHNICAL		ADMINISTRATIVE SUPPORT		TOTAL	
	SY	$	SY	$	SY	$	SY	$
Minister's Salary	.26	10,300	-	-	-	-	.26	10,300
Executive Support	1.00	77,400	2.00	85,500	5.26	154,600	8.26	317,500
Research & Planning	1.00	62,100	7.00	280,800	2.00	45,400	10.00	388,300
Financial & Admin. Services	2.00	105,300	3.00	112,000	10.16	259,900	15.16	477,200
TOTAL ADMIN. & FINANCE	4.26	255,100	12.00	478,300	17.42	459,900	34.16	1,193,300
Division Admin.	1.00	64,500	3.00	119,900	1.00	26,200	5.00	210,600
Mechanical & Engineering	1.00	57,500	28.00	1,132,700	11.32	260,300	40.32	1,450,500
Fire Prevention	1.00	61,400	29.28	1,061,100	9.05	207,300	39.33	1,329,800
Engineering & Technical Serv.	-	-	8.00	357,600	2.00	44,900	10.00	402,500
Employment Stds.	1.00	58,500	27.00	982,800	8.39	205,000	36.39	1,246,300
Man. Labour Bd.	1.00	77,400	4.26	180,700	7.00	169,900	12.26	428,000
Conciliation & Med. Services	1.00	54,600	5.00	243,000	1.00	23,700	7.00	321,300
Apprent. & Training	1.00	48,900	16.00	580,500	9.00	196,100	26.00	825,500
Pension Commission	1.00	51,300	3.00	128,400	1.32	33,700	5.32	213,400
Pay Equity Bureau	1.00	63,100	3.00	126,600	1.00	24,300	5.00	214,000
TOTAL LABOUR	9.00	537,200	127.02	4,913,300	52.04	1,191,400	188.06	6,641,900
TOTAL DEPARTMENT	13.26	792,300	139.02	5,391,600	69.46	1,651,300	222.22	7,835,200

NOTE: Reconciliation of Amount of Salaries

Total Salaries per above	7,835,200
Severance pay and Vacation Pay - Retirements	103,400
Overtime Provision	105,500
Allowance for Staff Turnover	(48,400)
Net Salaries per Schedule 4	7,995,700

PART 3

DETAILED FINANCIAL INFORMATION

Adjusted Vote 1987-88	Appro. No.	LABOUR (XI) Details of Appropriations	Year Ending March 31, 1989	Resolution No.
$1,459,300...	1.	ADMINISTRATION AND FINANCE.....	$1,408,200	107

* Provides direction, control and coordination of departmental policies and programs.

* Conducts research on labour issues, analyzes labour relations trends and assists with the development of planning and management systems.

* Provides financial and personnel management and other administrative support services for the department as a whole.

			Reference Number
$ 10,300...(a)	Minister's Salary.....	$ 10,300	1
449,700...(b)	Executive Support.....	437,000	2
468,700...(c)	Research and Planning.....	447,700	3
530,600...(d)	Financial & Administrative Services..	513,200	4
$1,459,300		$1,408,200	

SUB-APPROPRIATION NUMBER 1A

REFERENCE NUMBER 1 MINISTER'S SALARY

OBJECTIVE:

To provide for the Minister's salary entitlement as a member of the Executive Council.

	Adjusted Vote 1987/88		Year Ending March 31,1989		
SALARIES	SY	$	SY	$	
Total Salaries	.26	10,300	.26	10,300	1.

Note 1. The other half of the Minister's staff year and salary dollars for 1988/89 are being provided by the Department of Environment and Workplace Safety and Health.

SUB-APPROPRIATION NUMBER 1B

REFERENCE NUMBER 2 EXECUTIVE SUPPORT

OBJECTIVES:

To develop, implement and oversee departmental policies and programs which are designed to attain, over the long term, the goals set out in the department's role and mission statement.

ACTIVITY IDENTIFICATION:

Advises the Minister on matters relating to Labour.

Provides overall policy direction for departmental programs.

Coordinates departmental communications activities and initiatives.

EXPECTED RESULTS:

The continued development, delivery and maintenance of policies and programs which help to achieve greater fairness, equity and cooperation in the workplace.

The achievement of a high degree of public safety in those areas for which the department is responsible.

	Adjusted Vote 1987/88		Year Ending March 31,1989		
SALARIES	SY	$	SY	$	
Managerial.....	1.00	74,100	1.00	77,400	
Professional/Technical.....	3.00	116,500	2.00	85,500	1.
Administrative Support.....	6.26	172,600	5.26	154,600	2.
	10.26	363,200	8.26	317,500	
Plus: Severance/Vacation Pay on Termination.....		-		29,000	
Less: Allowance for Staff Turnover.....	-	(7,600)	-	(3,600)	
Total Salaries.....	10.26	355,600	8.26	342,900	
OTHER EXPENDITURES					
Personnel Services.....		10,000		10,000	
Transportation.....		15,000		15,000	
Communication.....		16,500		16,500	
Supplies and Services.....		39,400		39,400	
Other Operating.....		13,200		13,200	
Total Other Expenditures.....		94,100		94,100	
TOTAL EXPENDITURES.....		449,700		437,000	

Notes 1. Reduction of 1.00 staff year reflects elimination of Special Assistant position as a general cost control measure.

2. Reduction of 1.00 staff year reflects elimination of Executive Assistant position as a general cost control measure.

SUB-APPROPRIATION NUMBER 1C

REFERENCE NUMBER 3 RESEARCH AND PLANNING

OBJECTIVES:

To provide senior departmental management with information, analysis and recommendations for effective planning, management and policy development within the department and with respect to other areas of interest and concern to the department.

To provide other branches of the department with information analysis and technical assistance for planning, program assessment, evaluation and operational research needs.

To work cooperatively with other provincial departments and other jurisdictions to develop policy and to coordinate the use of information.

ACTIVITY IDENTIFICATION

To develop information on labour relations conditions and trends in Manitoba and Canada.

To conduct studies and analyses on policy related concerns.

To conduct analyses of departmental operations and programs.

To develop information systems and coordinate related computer activity.

To coordinate and provide support for departmental planning.

To provide information and related research services to business, labour, government officials, outside organizations, and the general public.

EXPECTED RESULTS:

To develop and distribute regular branch publications such as the quarterly Labour Relations Information Bulletin, Collective Agreement Database Guide, and the Directory of Labour Organizations (6 publications planned).

To provide assistance and advice to all branches of the department, particularly with respect to planning, program review and information systems development (assisting all branches with planning and completing one or more program evaluations in consultation with the branch concerned).

To implement improved Departmental management information systems and procedures (activities underway to improve computer systems in approximately 20 different areas of the department).

To generate Manitoba specific labour relations statistics in areas such as collective agreement expirations, work stoppages, settlement summaries and union membership statistics (Manitoba specific statistics prepared on a monthly, quarterly and annual basis - eg. coding and analyzing provisions of 500 collective agreements, etc.).

To provide assistance to business, labour and the general public with requests for labour relations statistics (more than 300 requests from the public normally responded to each year).

	Adjusted Vote 1987/88		Year Ending March 31, 1989		
SALARIES	SY	$	SY	$	
Managerial.....	1.00	59,400	1.00	62,100	
Professional/Technical.....	8.00	310,400	7.00	280,800	1.
Administrative Support.....	2.00	43,400	2.00	45,400	
	11.00	413,200	10.00	388,300	
Less: Allowance for Staff Turnover.....	-	(3,900)	-	-	
Total Salaries.....	11.00	409,300	10.00	388,300	
OTHER EXPENDITURES					
Transportation.....		2,700		3,200	
Communication.....		9,400		10,000	
Supplies and Services.....		19,400		19,900	
Capital.....		10,000		10,000	
Other Operating.....		17,900		16,300	
Total Other Expenditures.....		59,400		59,400	
TOTAL EXPENDITURES.....		468,700		447,700	

Note: 1. Reduction of 1.00 staff year reflects the elimination of one Planning and Research Analyst position as a general cost control measure.

SUB-APPROPRIATION NUMBER 1D

REFERENCE NUMBER 4 FINANCIAL AND ADMINISTRATIVE SERVICES

OBJECTIVE:

To provide central support services essential to the operation of the department, including financial and accounting services, personnel management services and general administrative services.

ACTIVITY IDENTIFICATION:

Provides personnel and payroll services to the department, including staffing, job evaluation, performance review and development, training, employee relations and other related services.

Provides financial and accounting services to the department, including central budgeting, accounting and financial reporting and control.

Provides general administrative advice and assistance to the department with respect to vehicle management, space planning, office machinery and equipment, furniture, telecommunications and other matters.

EXPECTED RESULTS:

The preparation and processing of approximately 5,000 payment vouchers requesting the disbursement of funds to suppliers of goods and services, including departmental employees who incur expenses in the course of their duties, and to recipients of grants.

The processing of approximately 150 accountable advances.

The processing of 50,000 - 55,000 transactions involving the receipt of monies and the issuance of certificates, licences, permits and the like.

The deposit of revenues received in the estimated total amount of $4.0 million.

SALARIES	Adjusted Vote 1987/88 SY	Adjusted Vote 1987/88 $	Year Ending March 31,1989 SY	Year Ending March 31,1989 $	
Managerial.....	3.00	161,700	2.00	105,300	1.
Professional/Technical.....	3.00	105,800	3.00	112,000	
Administrative Support.....	10.16	231,800	10.16	259,900	
	16.16	499,300	15.16	477,200	
Less: Allowance for Staff Turnover.....	-	(5,000)	-	-	
Total Salaries.....	16.16	494,300	15.16	477,200	
OTHER EXPENDITURES					
Transportation.....		1,200		1,200	
Communication.....		10,400		10,400	
Supplies and Services.....		15,400		15,400	
Other Operating.....		9,300		9,000	
Total Other Expenditures.....		36,300		36,000	
TOTAL EXPENDITURES.....		530,600		513,200	

Note: 1. Reduction of 1.00 staff year reflects elimination of position of Director of Administration as a general cost control measure.

Adjusted Vote 1987-88	Appro. No.	LABOUR (XI) Details of Appropriations	Year Ending March 31, 1989	Resolution No.
$8,492,600...	2.	LABOUR	$8,566,800	108

* Provides for the operation of the office of the Assistant Deputy Minister.

* Provides inspection and regulatory services concerning safety aspects of buildings and certain mechanical, electrical and other technical equipment.

* Provides inspection, investigation and training activities related to improving fire safety in the Province.

* Provides the enforcement of established standards relating to terms and conditions of employment.

* Processes and considers applications made to the Manitoba Labour Board.

* Provides conciliation and mediation services to labour and management.

* Facilitates the development of persons to the level of skilled tradespersons.

* Promotes the establishment, extension and improvement of pension plans and protects the pension rights of employees under existing pension plans.

* Provides grant funds to certain organizations.

* Facilitates the establishment of pay equity in Manitoba.

			Reference Number
$ 180,300...(a)	Division Administration.....	$ 225,800	1
1,695,500...(b)	Mechanical and Engineering.....	1,803,800	2

Adjusted Vote 1987-88	Appro. No.	LABOUR (XI) Details of Appropriations	Year Ending March 31, 1989	Resolution No.
				Reference Number
$1,864,500...(c)		Fire Prevention.....	$1,875,100	3
428,500...(c)	3.	Engineering and Technical Services...	442,500	4
1,643,900...(d)		Employment Standards.....	1,703,500	5
590,900...(e)		Manitoba Labour Board.....	599,700	6
385,100...(f)		Conciliation and Mediation Services..	393,400	7
887,800...(g)		Apprenticeship and Training.....	946,700	8
246,400...(h)		Pension Commission.....	254,300	9
283,400...(j)		Grants.....	6,500	10
286,300...(k)		Pay Equity.....	315,500	11
$8,492,600			$8,566,800	

SUB-APPROPRIATION NUMBER 2A

REFERENCE NUMBER 1 DIVISION ADMINISTRATION

OBJECTIVE:

To manage the operations of the Labour Division so as to ensure that the various operating branches maintain efficient delivery of services to the people of Manitoba.

	Adjusted Vote 1987/88		Year Ending March 31,1989	
SALARIES	SY	$	SY	$
Managerial.....	1.00	61,700	1.00	64,500
Professional/Technical.....	3.00	80,500	3.00	119,900
Administrative Support.....	1.00	22,900	1.00	26,200
Total Salaries.....	5.00	165,100	5.00	210,600
OTHER EXPENDITURES				
Transportation.....		3,500		3,500
Communication.....		5,200		5,200
Supplies and Services.....		3,000		3,000
Other Operating.....		3,500		3,500
Total Other Expenditures.....		15,200		15,200
TOTAL EXPENDITURES.....		180,300		225,800

SUB-APPROPRIATION NUMBER 2B

REFERENCE NUMBER 2 MECHANICAL AND ENGINEERING

OBJECTIVES:

To ensure that persons in Manitoba are not exposed to hazardous equipment that is covered by legislation for which the Branch is responsible.

To examine and license or certify certain tradespeople.

To promote safety and safety awareness through its services.

ACTIVITY IDENTIFICATION:

Inspects boilers, pressure vessels, and refrigeration systems annually or biennially, as required under the Steam and Pressure Plants Act.

Inspects elevators as required under the Elevator Act.

Inspects electrical equipment and gas/oil equipment that does not have a CSA or CGA label.

Inspects natural gas, propane and oil installations as required under the Gas and Oil Burner Act.

Conducts examinations and issues licenses to qualified gas fitters, projectionists, electricians, power engineers and pressure welders in order to ensure their competence.

Inspects amusement rides.

Examines plans and reviews designs of certain facilities and equipment.

EXPECTED RESULTS:

The carrying out of approximately 28,000 inspections of boilers, pressure vessels, refrigeration plants, electrical applications and gas and oil fired equipment.

The review of approximately 1,000 engineering plans and designs.

The inspection of approximately 1,650 elevators and 350 amusement rides.

The issuance of approximately 6,500 licences to qualified tradespersons, such as power engineers, welders, gas fitters, projectionists and electricians.

The issuance of over 20,000 gas permits.

	Adjusted Vote 1987/88		Year Ending March 31,1989		
SALARIES	SY	$	SY	$	
Managerial.....	1.00	54,200	1.00	57,500	
Professional/Technical.....	31.00	1,137,700	28.00	1,132,700	1.
Administrative Support.....	11.32	236,600	11.32	260,300	
	43.32	1,428,500	40.32	1,450,500	
Plus: Overtime Allotment		5,000		10,000	
Plus: Severance/Vacation Pay on Retirement		-		53,900	
Less: Allowance for Staff Turnover.....	-	(27,200)	-	(21,300)	
Total Salaries.....	43.32	1,406,300	40.32	1,493,100	
OTHER EXPENDITURES					
Personnel Services (Fees).....		2,000		2,000	
Transportation.....		110,000		110,000	
Communication.....		51,300		53,500	
Supplies and Services.....		52,400		52,400	
Other Operating.....		73,500		92,800	
Total Other Expenditures.....		289,200		310,700	2.
TOTAL EXPENDITURES.....		1,695,500		1,803,800	

Notes: 1. Reduction of 3.00 staff years reflects the department's withdrawal from the propane fuelled vehicle inspection program and a reduction of 1.00 staff year assigned to the gas inspection program.

2. Increase reflects a non-recurring allocation of funds for employee relocation to and from Thompson, Manitoba.

SUB-APPROPRIATION NUMBERS 2C-1 AND 2C-2

REFERENCE NUMBER 3 FIRE PREVENTION

OBJECTIVE:

To promote fire prevention and life safety from fire through the administration of The Fires Prevention Act.

ACTIVITY IDENTIFICATION:

Conducts investigations to determine the cause, origin and circumstances of fires in the Province.

Provides certified fire investigation training to police fire officers.

Advises and trains the fire service and others in fire prevention and protection practices, in the handling of dangerous goods and in emergency services management and rescue.

Promotes public education in fire prevention practices and life safety measures.

Collects and analyzes fire cause and related information.

Conducts fire prevention inspections of public buildings and places of assembly to ensure compliance with fire regulations.

EXPECTED RESULTS:

The investigation of approximately 500 fires to determine the cause and origin.

The inspection of approximately 800 buildings of high risk type of occupancy.

The provision of training to approximately 4,200 persons in programs for the fire service and others concerned with fire protection/prevention practices.

The delivery of certified training courses to 600 Winnipeg fire fighters and/or officers.

The delivery of certified fire investigation courses to 150 police and fire officers.

The enhanced public awareness of potential fire hazards in single family dwellings through the co-operative efforts of the Manitoba Association of Fire Chiefs and the Office of the Fire Commissioner.

SALARIES	Adjusted Vote 1987/88 SY	Adjusted Vote 1987/88 $	Year Ending March 31,1989 SY	Year Ending March 31,1989 $	
Managerial	1.00	58,900	1.00	61,400	
Professional/Technical	30.28	1,050,000	29.28	1,061,100	1.
Administrative Support	9.05	192,100	9.05	207,300	
	40.33	1,301,000	39.33	1,329,800	
Less: Allowance for Staff Turnover	-	(14,000)	-	(13,800)	
Plus: Overtime Allotment	-	93,600	-	70,500	
Plus: Severance/Vacation Pay on Retirement	-	71,300	-	20,500	
Total Salaries	40.33	1,451,900	39.33	1,407,000	
OTHER EXPENDITURES					
Personnel Services (Fees)		6,000		6,000	
Grants		1,000		1,000	
Transportation		146,400		136,000	
Communication		59,100		60,500	
Supplies and Services		87,600		146,500	
Capital		17,000		-	
Other Operating		95,500		118,100	
Total Other Expenditures		412,600		468,100	2.
TOTAL EXPENDITURES		1,864,500		1,875,100	

Notes: 1. Reduction of 1.00 staff year reflects the elimination of one Technical Services Officer position as a general cost control measure.

2. Increase reflects the addition of $31,000 for printing a new edition of the Manitoba Building and Plumbing Codes, as well as $25,700 for an annual Fire and Rescue Conference to be held in Winnipeg in October, 1988.

SUB-APPROPRIATION NUMBER 2C-3

REFERENCE NUMBER 4 ENGINEERING AND TECHNICAL SERVICES

OBJECTIVE:

To ensure public safety in buildings in the Province through the administration of The Buildings and Mobile Homes Act (Manitoba Building Code) and The Fires Prevention Act (Manitoba Fire Code).

ACTIVITY IDENTIFICATION:

Examines building plans and undertakes inspections pursuant to the Manitoba Building Code and the Manitoba Fire Code.

EXPECTED RESULTS:

The examination of approximately 700 building plans and the completion of approximately 1,200 building inspections.

	Adjusted Vote 1987/88		Year Ending March 31,1989		
SALARIES	SY	$	SY	$	
Professional/Technical.....	9.00	351,700	8.00	357,600	1.
Administrative Support.....	2.00	39,800	2.00	44,900	
	11.00	391,500	10.00	402,500	
Less: Allowance for Staff Turnover.....	-	(5,600)	-	-	
Total Salaries.....	11.00	385,900	10.00	402,500	
OTHER EXPENDITURES					
Personnel Services (Fees).....		4,600		4,600	
Transportation.....		22,800		19,800	
Communication.....		5,700		5,700	
Supplies and Services.....		1,500		1,500	
Other Operating.....		8,000		8,400	
Total Other Expenditures.....		42,600		40,000	
TOTAL EXPENDITURES.....		428,500		442,500	

Notes: 1. Reduction of 1.00 staff year reflects the elimination of the Mobile Home/Recreational Vehicle Inspection Program.

SUB-APPROPRIATION NUMBER 2D

REFERENCE NUMBER 5 EMPLOYMENT STANDARDS

OBJECTIVES:

To improve the standards relating to terms and conditions of employment in Manitoba.

To increase public awareness of the rights and obligations of employers and employees under existing labour standards legislation.

To establish and maintain effective enforcement procedures to ensure compliance with existing legislation.

ACTIVITY IDENTIFICATION:

Investigates monetary and non-monetary complaints to ensure that the minimum benefits and working conditions provided by labour standards legislation are provided.

Conducts routine inspections of work places to ensure compliance with legislation.

Recovers wages found owing to employees either through the findings of Employment Standards Officers or by Orders of the Manitoba Labour Board.

Provides an educational program to help the public achieve better understanding of labour standards legislation.

Administers The Payment of Wages Fund which protects the wages of employees up to a maximum of $1,200 in any calendar year.

EXPECTED RESULTS:

The investigation of approximately 5,500 complaints, and educate the parties to enable themselves to resolve complaints in the future.

The handling of approximately 60,000 telephone and in-person enquiries from persons requesting information or wishing to file a complaint.

The undertaking of approximately 300 routine inspections of work places to ensure compliance with the legislation.

The delivery of about 100 lectures to create a better understanding of labour standards legislation.

With respect to The Payment of Wages Fund, the pay out of an estimated $320,000 to wage earners who are unpaid as a result of bankruptcies and receiverships.

The handling of wage adjustments totalling an estimated $900,000.

SALARIES	Adjusted Vote 1987/88 SY	Adjusted Vote 1987/88 $	Year Ending March 31,1989 SY	Year Ending March 31,1989 $	
Managerial.....	1.00	53,300	1.00	58,500	
Professional/Technical.....	27.00	945,700	27.00	982,800	
Administrative Support.....	8.00	170,000	8.39	205,000	1.
	36.00	1,169,000	36.39	1,246,300	
Less: Allowance for Staff Turnover.....	-	(2,200)	-	(2,200)	
Plus: Severance/Vacation Pay on Retirement.....	-	17,700	-	-	
Total Salaries.....	36.00	1,184,500	36.39	1,244,100	
OTHER EXPENDITURES					
Personnel Services (Fees).....		6,800		6,800	
Transportation.....		50,500		50,500	
Communication.....		38,500		38,500	
Supplies and Services.....		29,500		29,500	
Other Operating.....		14,100		14,100	
Total Other Expenditures.....		139,400		139,400	
PAYMENT OF WAGES FUND					
Total Payment of Wages Fund...		320,000		320,000	
TOTAL EXPENDITURES.....		1,643,900		1,703,500	

Note: 1. Increase of 0.39 staff year reflects the transfer of a regular part-time clerical position from the Conciliation and Mediation Services Branch.

SUB-APPROPRIATION NUMBER 2E

REFERENCE NUMBER 6 MANITOBA LABOUR BOARD

OBJECTIVES:

To process and adjudicate matters under The Labour Relations Act as expeditiously as possible.

To adjudicate matters referred to the Board under labour standards statutes and The Workplace Safety and Health Act relating to employees' and employers' rights and obligations.

To assist in the development of sound labour/management relations by providing expert information relating to The Labour Relations Act.

ACTIVITY IDENTIFICATION:

Processes and adjudicates applications made to the Board.

Adjudicates matters referred to the Board under The Workplace Safety and Health Act and the various labour standards statutes.

Appoints arbitrators and mediators in certain cases, including expedited arbitration proceedings.

EXPECTED RESULTS:

The continued issuance of extensive written reasons for decisions which provide the labour/management community with some guidance in working under The Labour Relations Act and with the Board.

The handling of 1,200 - 1,400 cases under The Labour Relations Act, The Workplace Safety and Health Act and various labour standards statutes.

The publication and distribution of a Guide to The Labour Relations Act, an annual Compendium of Grievance Arbitrations and the quarterly Report of Activities of the Manitoba Labour Board.

	Adjusted Vote 1987/88		Year Ending March 31,1989		
SALARIES	SY	$	SY	$	
Managerial.....	1.00	72,100	1.00	77,400	
Professional/Technical.....	6.00	196,300	4.26	180,700	1.
Administrative Support.....	7.00	148,400	7.00	169,900	
	14.00	416,800	12.26	428,000	
Less: Allowance for Staff Turnover.....	-	(3,800)	-	-	
Total Salaries.....	14.00	413,000	12.26	428,000	
OTHER EXPENDITURES					
Personnel Services (Fees).....		98,000		90,200	
Transportation.....		17,000		15,500	
Communication.....		25,300		25,700	
Supplies and Services.....		24,500		28,600	
Capital.....		-		1,800	
Other Operating.....		13,100		9,900	
Total Other Expenditures.....		177,900		171,700	
TOTAL EXPENDITURES.....		590,900		599,700	

Notes: 1. Reduction of 1.26 staff years reflects the elimination of a half-time Librarian position and a full-time Case Management Clerk position as a general cost control measure.

SUB-APPROPRIATION NUMBER 2F

REFERENCE NUMBER 7 CONCILIATION AND MEDIATION SERVICES

OBJECTIVES:

To provide conciliation and mediation services in accordance with the provisions of the Labour Relations Act and the Public Schools Act.

To promote and assist in the development of sound labour/management relations in Manitoba.

ACTIVITY IDENTIFICATION:

Meets with labour and management upon request and when the two parties have failed to reach agreement in direct negotiations.

Meets with labour and management upon request and when the two parties have failed to settle a grievance. Prior to rights arbitration, settlement is attempted by a grievance mediator as provided in the Labour Relations Act.

EXPECTED RESULTS:

The settlement of 85% to 95% of cases in which conciliation service is provided.

The resolution of 80% to 90% of cases in which grievance mediation assistance is provided.

SALARIES	Adjusted Vote 1987/88 SY	Adjusted Vote 1987/88 $	Year Ending March 31,1989 SY	Year Ending March 31,1989 $	
Managerial.....	2.00	114,600	1.00	54,600	1.
Professional/Technical.....	4.00	187,000	5.00	243,000	2.
Administrative Support.....	1.39	38,100	1.00	23,700	3.
	7.39	339,700	7.00	321,300	
Plus: Overtime Allotment.....	-	-	-	25,000	
Less: Allowance for Staff Turnover.....	-	(1,700)	-	-	
Total Salaries.....	7.39	338,000	7.00	346,300	
OTHER EXPENDITURES					
Transportation.....		15,000		15,000	
Communication.....		6,900		7,900	
Supplies and Services.....		16,700		15,700	
Other Operating.....		8,500		8,500	
Total Other Expenditures.....		47,100		47,100	
TOTAL EXPENDITURES.....		385,100		393,400	

Note 1. Reduction of 1 staff year reflects reclassification of Executive Director position to Conciliation Officer.

2. Increase of 1 staff year reflects reclassification of Executive Director position to Conciliation Officer.

3. Reduction of .39 staff year reflects transfer of regular part-time clerical position to the Employment Standards Branch.

SUB-APPROPRIATION NUMBER 2G

REFERENCE NUMBER 8 APPRENTICESHIP AND TRAINING

OBJECTIVES:

To establish standards of competency for persons working in designated trades.

To promote and direct the training of individuals through apprenticeship training to attain the established standards in designated trades.

To develop, in conjunction with industry, curriculum for both in-school and on-the-job training of apprentices.

To develop and administer examinations to ensure that established standards have been met.

To develop and maintain standards of service for barbers and hairdressers.

ACTIVITY IDENTIFICATION:

Prepares, maintains and updates training profiles and training standards for designated trades.

Monitors and counsels apprentices during their apprenticeship training both on-the-job and in-school.

Prepares and updates curriculum as requested by trade advisory committee.

Prepares and validates examinations for provincial and interprovincial use.

Promotes apprenticeship training at career symposiums held at schools and colleges and at other public presentation.

Conducts/administers and records examination results at the completion of training or eligibility under The Apprenticeship and Trades Qualifications Act.

Develops and conducts examinations for barbers and hairdressers for the issuance of licences.

Inspects barber and hairdresser establishments to ensure that standards are being maintained.

EXPECTED RESULTS:

The registration of approximately 1,000 apprentices.

The completion of apprenticeship by about 450 persons.

The examination of about 250 tradespersons for certificates of qualifications.

The issuance of approximately 300 barbers' licences and 5,000 hairdressers' licences on a biennial basis.

	Adjusted Vote 1987/88		Year Ending March 31,1989	
SALARIES	SY	$	SY	$
Managerial.....	1.00	53,500	1.00	48,900
Professional/Technical.....	16.00	545,100	16.00	580,500
Administrative Support.....	9.00	180,900	9.00	196,100
	26.00	779,500	26.00	825,500
Less: Allowance for Staff Turnover.....	-	(15,400)	-	(7,500)
Total Salaries.....	26.00	764,100	26.00	818,000
OTHER EXPENDITURES				
Personnel Services (Fees).....		10,000		10,000
Transportation.....		37,500		37,500
Communication.....		27,300		32,300
Supplies and Services.....		32,400		32,400
Other Operating.....		16,500		16,500
Total Other Expenditures.....		123,700		128,700
TOTAL EXPENDITURES.....		887,800		946,700

SUB-APPROPRIATION NUMBER 2H

REFERENCE NUMBER 9 PENSION COMMISSION

OBJECTIVES:

To protect the rights of employees to benefits promised under company pension plans.

To promote the establishment, extension and improvement of pension plans in the Province.

ACTIVITY IDENTIFICATION:

Monitors pension plans to ensure that they are administered in accordance with legislative standards, that funds are sufficient to cover earned benefits and that pension plan monies are invested and managed appropriately.

Registers new pension plans in the Province.

Provides information and assistance regarding pensions and the requirements of The Pension Benefits Act to plan members, employers, consultants and the general public.

EXPECTED RESULTS:

The monitoring of approximately 900 pension plans registered under The Pension Benefits Act.

The adoption and implementation, within the next few years, of uniform standards for pension legislation in Canada.

The establishment of legislative guidelines for the withdrawal of surplus pension monies.

	Adjusted Vote 1987/88		Year Ending March 31,1989	
SALARIES	SY	$	SY	$
Managerial.....	1.00	52,800	1.00	51,300
Professional/Technical.....	3.00	121,000	3.00	128,400
Administrative Support.....	1.32	31,700	1.32	33,700
	5.32	205,500	5.32	213,400
Less: Allowance for Staff Turnover.....	-	-	-	-
Total Salaries.....	5.32	205,500	5.32	213,400
OTHER EXPENDITURES				
Personnel Services (Fees).....		5,500		5,700
Transportation.....		2,800		4,300
Communication.....		10,400		10,400
Supplies and Services.....		12,500		12,200
Capital.....		2,600		2,000
Other Operating.....		7,100		6,300
Total Other Expenditures.....		40,900		40,900
TOTAL EXPENDITURES.....		246,400		254,300

SUB-APPROPRIATION NUMBER 2J

REFERENCE NUMBER 10 GRANTS

OBJECTIVES:

To provide grant funds to certain organizations.

ACTIVITY IDENTIFICATION:

Provides grant funding in the amount of $4,000 to the Labour College of Canada.

Provides grant funding in the amount of $2,500 to the Continuing Education Department of the University of Manitoba for the three year certificate course on Labour.

	Adjusted Vote 1987/88		Year Ending March 31,1989		
	SY	$	SY	$	
GRANTS.....	-	283,400	-	6,500	1.

Note: 1. Reduction reflects the fact that the 1987/88 Adjusted Vote included $204,800 for core funding for the Manitoba Labour Education Centre and $72,100 for the completion of a special research project that was being undertaken by the Manitoba Education Centre to assess the present and future restructuring of the workplace and its impact on Manitobans.

SUB-APPROPRIATION NUMBER 2K

REFERENCE NUMBER 11 PAY EQUITY BUREAU

OBJECTIVES:

To assist employees, unions and employers in the implementation of pay equity.

To ensure that the government, Crown entities and external agencies implement pay equity in accordance with the requirements of The Pay Equity Act.

To promote greater public awareness and understanding of the need for pay equity and how it can be achieved.

ACTIVITY IDENTIFICATION:

Provides technical assistance and information to employees, unions and employers, particularly with respect to job evaluation systems.

Upon request, facilitates the resolution of matters related to the implementation of pay equity between affected public sector employers and their unions.

Educates those affected by the legislation about its requirements and the public at large about the issue of pay equity and its implementation.

Publishes resource materials, holds workshops and seminars and responds to requests for information.

Monitors compliance with The Pay Equity Act and refers matters to adjudication where appropriate.

Researches and develops job evaluation and pay equity implementation techniques.

EXPECTED RESULTS:

The continued participation in numerous seminars and speaking engagements concerning pay equity.

The publication and distribution of four newsletters, each to approximately 10,000 interested individuals, groups and the media.

The distribution of approximately 10,000 pay equity information kits.

The development and distribution of a pamphlet series and training materials.

	Adjusted Vote 1987/88		Year Ending March 31,1989	
SALARIES	SY	$	SY	$
Managerial.....	1.00	57,500	1.00	63,100
Professional/Technical.....	3.00	105,600	3.00	126,600
Administrative Support.....	1.00	21,700	1.00	24,300
Total Salaries.....	5.00	184,800	5.00	214,000
OTHER EXPENDITURES				
Transportation.....		12,000		6,000
Communication.....		10,300		25,300
Supplies and Services.....		60,200		57,200
Capital.....		-		-
Other Operating.....		19,000		13,000
Total Other Expenditures.....		101,500		101,500
TOTAL EXPENDITURES.....		286,300		315,500

PART 4

HISTORICAL INFORMATION

DEPARTMENT OF LABOUR

FIVE YEAR EXPENDITURE AND STAFFING SUMMARY

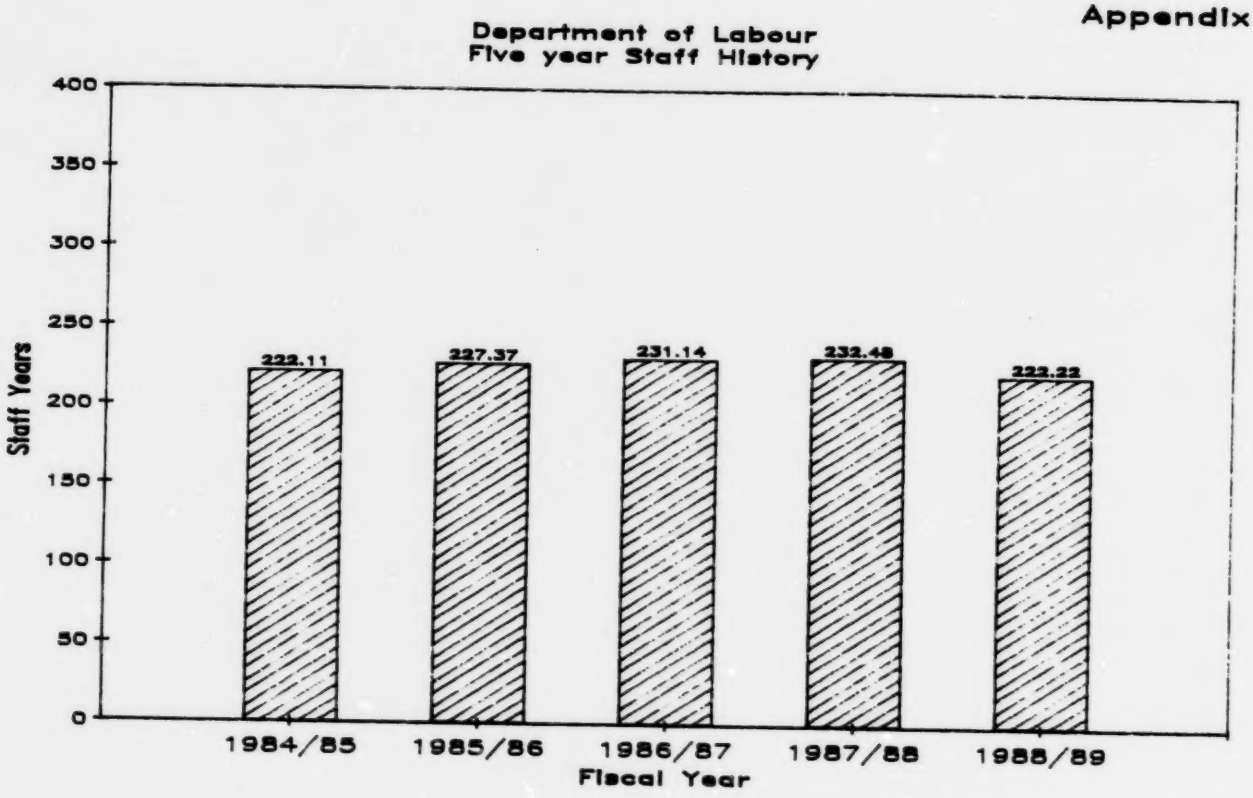
BY APPROPRIATION ($000)

FOR YEARS ENDING MARCH 31, 1985 - MARCH 31, 1989

	ACTUAL EXPENDITURES						ADJUSTED VOTE 1987/88		MAIN ESTIMATES 1988/89	
	1984/85		1985/86		1986/87					
	SY	$	SY	$	SY	$	SY	$	SY	$
Administration and Finance	39.42	1,505.2	39.16	1,407.0	39.16	1,394.2	38.16	1,459.3	34.16	1,408.2
Labour	182.21	7,132.6	188.21	7,705.1	191.50	7,968.8	194.32	8,492.6	188.06	8,566.8
Expenditures Related to Capital[1.]	-	40.5	-	40.9	-	40.4	-	-	-	-
TOTAL	222.11	8,678.3	227.37	9,153.0	231.14	9,403.4	232.48	9,951.9	222.22	9,975.0

NOTES: 1. After 1986/87, the funds for Expenditures Related to Capital were incorporated into the Labour Division appropriation as part of current operating expenditures.

Appendix 2



Appendix 3